



5.1: MAJOR INCIDENT COMMAND

5.1.1: INTRODUCTION

Major incident command is part of Field Support Bureau (FSB) and is responsible for specialized major incident command services provided at the regional level via a trained incident commander who manages the planning, response and *recovery aspects of a [major incident](#).

**Recovery aspects are post incident actions taken by the [incident commander](#) to return the scene to normalcy.*

Goal The goal of major incident command is to successfully conclude a [major incident](#) through the overall command/control and efficient management of resources and services, either alone or in concert with other emergency management agencies, e.g. fire, ambulance and other police agencies, thereby minimizing/eliminating further loss of life, injury to any person or damage to property, providing support to victims and, where applicable, support the investigation and prosecution of individuals where a crime has occurred.

**Bureau/Regional
Commander**

A [bureau/regional commander](#) shall be responsible for:

- designating a regional [CO](#) to be the Special Investigations Unit (SIU) liaison during a [critical incident](#); and
- when requested, identifying a [critical incident commander](#) to be a member of the Critical Incident Command Review Committee.

Note: The Critical Incident Command Review Committee is a group of incident command subject matter experts, as selected by the Chair and the Commander, [FSB](#). The committee consists of the Director of Operations, FSB, a senior critical incident commander and a [major critical incident commander](#).

**Provincial
Highway Blockade
Strategy**

When a demonstration occurs on or near a provincial highway, further information pertaining to the Provincial Highway Blockade Strategy can be obtained by contacting the Commander, [FSB](#).

Commander, FSB

**Major Incident
Command Standard
Operating Procedures
(SOP)**

The Commander, [FSB](#) shall:

- be responsible for establishing and maintaining a Major Incident Command Standard Operating Procedures (SOP) manual that includes/addresses major incident command specific procedures, including:
 - [critical incident commander/incident commander](#) responsibilities/functions/reporting relationships;
 - major critical incident commander/critical incident commander/incident commander selection process;
 - major incident command planning;
 - command/control;
 - site management;
 - access to command posts;
 - internal call-out/activation procedures;
 - communications protocols;
 - incident assessment;
 - operational procedures, including mobilization/demobilization;
 - operational linkages between incident command and other emergency response and public order services;
 - recording/reporting of [major incidents](#);
 - operational review process, including briefing/debriefing;
 - provision/use of equipment;



- operational training including the role/responsibilities of the Provincial Police Academy's (PPA) incident commander training co-ordinator;
- training requirements and supports, where applicable, for incident command team positions including [scribe](#)/logistics/media/communications/administration;
- hand-off/relief of a critical incident commander/incident commander and other members of the incident command team;
- internal reporting requirements and approved forms; and
- use of training, operational and equipment logs.
- ensure the content of the Incident Command SOP manual is audited for relevancy on an annual basis and updated where required.
- establish and chair a Critical Incident Commander Review Committee, the mandate of which shall include making recommendations respecting incident command procedures set out in the Incident Command SOP manual and conducting operational reviews of critical incident commanders/incident commanders. When conducting an operational review of a [critical incident](#), FSB may request a copy of the incident commander/critical incident commander notes.

Director, PPA The Director, [PPA](#) shall be responsible for the development/maintenance/distribution of any course training standard (CTS) required by the Incident Command SOP manual.

5.1.2: INCIDENT CLASSIFICATIONS

Major Incident A major incident is an occurrence that, by circumstance, requires the mobilization of OPP [employees](#), equipment and other resources beyond those required for normal police service delivery. A major incident may include, but may not be limited to:

- terrorism incident;
- natural disaster;
- weather event;
- fire;
- [security event](#);
- search and rescue;
- structural collapse;
- explosion;
- mass transportation event (rail, air, water); and
- any occurrence that has resulted in multiple fatalities where external resources are required.

A major incident shall be managed by a trained [incident commander](#).

Mass Fatality Incident For reference to mass fatality incident response, uniform members shall refer to the [Major Incident Command SOP](#) - OPP Mass Fatality Strategy.

Critical Incident A critical incident is a high risk incident requiring the mobilization of the OPP Integrated Response, e.g. [hostage taking](#). A critical incident may include, but may not be limited to:

- a tactics and rescue unit (TRU);
- an emergency response team (ERT); or
- crisis negotiator(s) (CN).



Public Order Incident (POI)

A critical incident shall be managed by a critical incident commander.

A public order incident is a major incident related to the management of crowds, at any level of order, and shall be accomplished with the deployment of public order trained uniform members.

A public order incident shall be managed by a public order incident commander (POIC).

Indigenous Critical Incident (ICI)

Any critical or major incident where the source of conflict may stem from assertions associated with inherent, Indigenous or treaty rights. Any critical or major incident on a First Nation Territory or involving an Indigenous person(s) assessed to have a significant impact and where the potential for violence may require activation of the OPP Integrated Response.

An ICI shall be managed by a major critical incident commander or a critical incident commander.

5.1.3: COMMANDER CLASSIFICATIONS & RESPONSIBILITIES

Incident Commander

A uniform member shall possess the following qualifications before performing incident commander duties:

- have a minimum rank of sergeant;
- attended and successfully completed the OPP Incident Command course; and
- maintain required mandatory annual maintenance training.

Incident Command SOP

An incident commander shall be conversant with the Incident Command SOP manual.

Responsibilities

An incident commander shall:

- take command/control of the major incident;
- retain command/control until the situation is resolved/relieved;
- if the incident is a critical incident:
 - remain at the scene until arrival/handover to a critical incident commander;
 - update the critical incident commander on any actions/developments; and
 - if requested, be a resource to the critical incident commander for local information on circumstances that may have a bearing on the outcome and provide advice on best course of action; and
- any other relevant duty as required.

Critical Incident Commander

A uniform member shall possess the following qualifications before performing critical incident commander duties:

- have a minimum rank of staff sergeant;
- attended and successfully completed the OPP critical incident commander course;
- be recommended by their bureau/regional commander;
- maintain required mandatory annual maintenance training; and
- be designated as a critical incident commander by the Commander, FSB.

Incident Command SOP

A critical incident commander shall:

- be conversant with the Incident Command SOP manual; and
- comply with procedures/instructions contained therein.

Responsibilities

The critical incident commander shall:



- take command/control of a critical incident;
- activate ERT/TRU simultaneously;
- be responsible for all actions taken during the incident by deployed personnel, including, but not limited to:
 - scribe;
 - crisis negotiator(s) (CN);
 - investigators;
 - technical support;
 - other perimeter uniform members;
 - communications advisor;
 - logistics member(s);
 - Forensic Identification Services (FIS);
 - community safety officer (CSO); and
 - Provincial Liaison Team.
- if the incident relates to a major crime and requires Criminal Investigation Services, Investigation & Support Bureau (ISB) in accordance with Police Orders, Chapter 2, Law Enforcement, Criminal Investigation Management/Procedures, transfer investigation responsibility to the assigned Criminal Investigation Services;
- authorize **all** tactics used by emergency response personnel, including the use of explosive forced entry by TRU; and
- where there is a hostage taking/barricaded person(s), activate the services of the CN regional team through the CN regional co-ordinator.

*Note: A **CN regional co-ordinator** is a CN team member who is a trained and experienced CN negotiator, and co-ordinates a regional CN team's response to calls, training, and report submissions.*

*Note: A crisis negotiation **CN negotiator** is CN team member who has successfully completed an approved CN course and has been assigned to a regional CN team.*

*Note: A **CN regional team** is a group of regionally-deployed, crisis negotiators, working under the direction of a CN regional co-ordinator.*

*Note: A **scribe** is an employee specifically trained to perform this function who reports directly to the incident commander and records incident commander notes on their exclusive behalf. For the purposes of an SIU investigation, such notes are the personal notes of the incident commander, not a corporate record.*

Major Critical Incident Commander

A major critical incident commander shall:

- be a trained and active critical incident commander;
- be designated as a critical incident commander by the Commander, FSB;
- provide expertise in managing and resolving occupations, protests and high-risk incidents occurring on First Nation Territories or involving an Indigenous community member; and

Shall be responsible for commanding:

- non-conventional tactical responses (e.g. acts of terrorism, mass shootings and bombings);
- OPP resources in multi-agency responses involving other police tactical/hostage-rescue units and Canadian Special Operations Forces Command (CANSOFCOM); and
- lengthy, complex or high profile major incidents including:
 - naturally occurring or man-made disasters (e.g. tornados, train derailments);



- CBRNE events;
- USAR events;
- large searches;
- acts of terrorism;
- security events; and
- others as deemed appropriate.

**Public Order
Incident
Commander
(POIC)**

Qualifications

A uniform member shall possess the following qualifications before performing POIC duties:

- hold a minimum rank of staff sergeant;
- maintain a current Ontario Police Fitness Award;
- maintain required mandatory annual maintenance training;
- designated as a POIC by the Commander, FSB; and
- attended and successfully completed the following courses:
 - ERT POU basic training;
 - the OPP POIC course; and
 - OPP Incident Commander course.

Responsibilities

The POIC shall be responsible for all actions taken by the POU, including, but not limited to:

- personnel;
- tactics;
- arrests, charges; and
- authorizing the use of force options to engage a crowd, if warranted.

A POIC shall be:

- prepared to be deployed nationally; and
- responsible for attending OPP POIC training.

5.1.4: CALL OUT/ACTIVATION

**Internal Emergent
Request**

A uniform member requiring the services of an incident commander/critical incident commander/POIC in response to an occurrence that constitutes a major incident shall immediately notify their supervisor/detachment commander via the Provincial Communications Centre (PCC). The PCC will notify the Provincial Operations Centre (POC).

**Detachment
Commander**

The detachment commander, upon confirmation of a major incident, shall forward the request to the Provincial Operations Centre (POC).

POC

The POC will complete notifications and authorize resources as required.

Critical Incident

A uniform member requiring the services of a critical incident commander/POIC in response to an occurrence that constitutes a critical incident shall immediately notify their supervisor/detachment commander.

Detachment Commander

The detachment commander, upon confirmation of a critical incident shall expediently request a critical incident commander through the POC via the PCC.



POC

The POC, upon confirmation that a critical incident commander is required shall:

- assign a local critical incident commander and request the POC to notify the Commander, Tactical Response; or
- when a critical incident commander is not available locally:
 - request the Commander, Tactical Response to assign one; and
 - activate a local incident commander to take command of the critical incident until arrival of a critical incident commander;
- activate ERT and TRU **simultaneously** through the PCC, and
- advise the regional contact officer.

Public Order Incident

A request respecting a public order incident, whether actual or pending, shall be forwarded to the POC.

POC

The POC requiring a POIC shall:

- contact the Commander, Emergency Response Team; and
- advise the regional contact officer.

Commander, Emergency Response Team

The Commander, Emergency Response Team, upon confirmation of a POU incident, shall assign a POIC.

Call-out

When a POIC is unavailable in the region from which the request originates, the Commander, Emergency Response Team shall, by the most expedient means, contact the POC to locate a region having an available POIC.

External Emergent Request

A police agency request for an incident commander shall be directed through the PCC. The PCC shall contact the POC which shall approve or deny the request.

Critical Incident

A regional command staff member assessing an external emergent request to be a critical incident shall direct the request to the POC.

Approval Granted

- ensure the detachment commander of jurisdiction is aware; and
- authorize resources required.

Approval Denied

- advise the requesting police agency of the reasons and rationale for denial.

5.1.5: RESPONSIBILITIES

First Uniform Member at Scene

The first uniform member at the scene of a major incident shall:

- assess/confirm the incident;
- update their supervisor/detachment commander, including the current status of the incident/safe access routes and staging areas/necessary assistance being requested;
- assume command of the scene until relieved;
- unless necessary to preserve a life, avoid any non-essential manoeuvre that may cause the status of the occurrence to deteriorate;
- secure the area to the extent possible, including:
 - evacuating the immediate vicinity, where applicable;



- establishing perimeter control in accordance with Police Orders, Chapter 5, Emergency Response, [Preliminary Perimeter Control](#); and
- confirm the availability of witnesses and their contact co-ordinates;
- re-direct traffic where necessary; and
- maintain a [chronological log](#) until relieved of this specific duty.

Note: Safety is foremost in planning any response.

**Investigating
Uniform Member**

The investigating [uniform member](#) shall provide the following [major incident](#) details to the [incident commander/critical incident commander/POIC](#) or Provincial Operations Centre (POC) as soon as possible:

- type of [incident](#);
- current/anticipated status;
- exact location;
- safe approach route details to the incident;
- location of perimeter boundaries;
- time/date;
- number of apparent victims;
- nature of apparent injuries;
- actual/potential size of incident;
- name/contact number of other emergency agency(s) responding;
- urgency of response;
- status of notifications made and pending; and
- name/rank of uniform member currently commanding the incident.

**Detachment
Commander**

The [detachment commander](#) shall, during a [major incident](#), be responsible for:

- attending and assessing the [incident](#);
- preparing an immediate action plan (a contingency plan that remains in effect until a detailed main action plan is formulated);
- assuming command until relieved by the required level of [incident commander/critical incident commander/POIC](#);
- completing notification requirements;
- establishing a command post and assume on-site command until relieved;
- requesting assistance as per the OPP Integrated Response policy for [critical incidents](#) from specialized personnel such as:
 - [ERT](#);
 - [TRU](#);
 - crisis negotiator(s) (CN);
 - USAR CBRNE Response Team (UCRT);
 - Explosives Disposal Unit (EDU);
 - [canine](#);
 - Forensic Identification Services (FIS);
 - media, [telecommunications](#);
 - investigators, intelligence, peer support; and
 - outside agencies;
- establishing an [inner perimeter/outer perimeter](#);



- assigning duties to arriving personnel; and
- supervising the maintenance of a [chronological log](#).

POC The POC shall, during a [major incident](#), be responsible for:

- authorizing resources to be deployed if needed; and
- completing notifications as required.

Major Incident Support

Scribe The [scribe](#) of a [major incident](#) shall be responsible for:

- remaining with and reporting directly to the [incident commander/critical incident commander](#);
- attending regular command post briefings/debriefings/meetings;
- recording legibly and accurately, the following in chronological order:
 - all orders, instructions issued/received by the critical incident commander/incident commander;
 - all decisions made by the critical incident commander/incident commander; and
 - other information as directed by the critical incident commander/incident commander;
- not relinquishing critical incident commander/incident commander notes until directed by the critical incident commander/incident commander to do so;
- delivering notes to critical incident commander/incident commander upon conclusion of occurrence;
- maintaining a task list and updating the critical incident commander/incident commander accordingly; and
- completing [ER048—Incident Planning SMEAC](#).

Note: For the purposes of a [SIU investigation](#), such notes are the personal notes of the critical incident commander/incident commander and not a corporate record.

Crisis Negotiation During a [critical incident](#) a CN team leader shall:

- report directly to the critical incident commander/incident commander;
- be responsible for:
 - performing liaison duties between the critical incident commander/incident commander and the [CN team](#);
 - ensuring that a three-person crisis negotiation team consists of primary negotiator, secondary negotiator, and a crisis negotiation team leader;
 - determining the suspect's situation, e.g. instrumental/expressive;
 - consulting with a health-care professional, e.g. a psychologist, to determine/confirm and establish the best strategies/recommendations;
 - ensuring that an operational crisis negotiation log is maintained;
 - co-ordinating the crisis negotiation function;
 - making recommendations to the critical incident commander/incident commander regarding negotiation strategies;
 - ensuring the **approval** by the critical incident commander/incident commander of **all** agreements with subjects;
 - conducting an [incident](#) debriefing with the crisis negotiators at the earliest opportunity;



- attending **all** regular briefings and debriefings; and
- maintaining an operational crisis negotiation kit and ensure the proper maintenance/use of equipment by the crisis negotiation team.

*Note: The **CN team leader** is a CN team member responsible for the management of a CN team who liaises between the CN team and the incident commander during an operation call or training scenario.*

*Note: The **primary negotiator** is the CN team member responsible for communicating with the subject/hostage.*

*Note: A **secondary negotiator** is a uniform member of a CN team who:*

- *monitors communications;*
- *provides support to the primary negotiator;*
- *completes logs/situation boards; and*
- *provides other supports to the CN team.*

Logistics Lead Logistics Member

The lead logistics member of a major incident shall:

- be of sergeant rank, where possible; and
- be responsible for:
 - reporting directly to the critical incident commander/incident commander;
 - ensuring a compliment of logistics members are available on a 24/7 basis;
 - ensuring procuring/maintaining of OPP personnel/equipment/resources;
 - establishing/maintaining/marshalling staging area to receive/direct incoming personnel/equipment; and
 - accurately assessing the required logistical workload.

Logistics Member

The logistics member shall manage the following resources:

Personnel

- initial procurement of personnel;
- subsequent acquisition of relief personnel and, if necessary, co-ordinate the transportation of relief personnel to and from duty locations;
- shift scheduling;
- accommodations/meals for all involved personnel; and
- inventory of participating personnel including name/rank/badge number/detachment of origin and current accommodation location, e.g. name/room number;

Support Resources

- flashlights, batteries, sunscreen/insect repellent, portable toilets, rainwear, footwear/gloves/parkas, etc.;

Communications

- in conjunction with communication advisor, procurement of adequate supply of portable radios for employees; and
- an accurate inventory of quantity of portable radios, sufficient portable radio batteries/charging units, power bars for multiple unit charging, carriers, detachment of origin, accessories, and their commensurate serial numbers for subsequent accounting purposes;

Transport

- ensure transportation needs are sufficient;



- ensure vehicle maintenance, e.g. fuel, repairs, tires;
- initiate and maintain vehicle inventory location/security;
- establish key control system for all vehicle(s) arriving; and
- arrange for 24-hour fuel access, towing, and mobile repair;

Armament

- ensure armament needs are sufficient;
- ensure an accurate inventory is maintained that includes, where appropriate, serial numbers, types, and detachment of origin, of all long guns, ammunition and non-issue use of force options and accessories, e.g. slings, case, conducted energy weapons (CEW), magazines; and
- arrange for secure storage of unused use of force options and ammunition and accessories;

Note: Upon conclusion of a major incident, ensures all property is returned to detachment of origin.

Finance/Administration

- ensure continued adequate supply of administrative statistical forms;
- processing of submitted statistical returns; and
- collect/process/arrange payment of invoices attributable to the incident.

Media The CSO shall, during a major incident:

- report directly to the critical incident commander/incident commander;
- **ensure all media releases are approved by the incident commander/critical incident commander prior to release** in accordance with Police Orders, Chapter 6, Administration & Infrastructure, [Information Release To Media](#);
- be the media liaison spokesperson for the critical incident commander/incident commander;
- establish a [Media Information Centre](#), for security and media safety reasons, that is not to be attached to the command post;
- perform as the exclusive media liaison person for the OPP regarding the particular incident;

No other employees are to respond to questions from the media and all inquiries are to be referred to the Media Information Centre.

- exercise caution and avoid the release of information sensitive to the operation/investigation such as logistical data, personnel deployment, and location where billeted, unless specifically authorized with the signature of the critical incident commander/incident commander;
- retain original copy of every media release issued, showing the date, time and location of release;
- conduct an incident assessment with all CSOs assigned to the incident;
- attend **all** regular briefings and debriefings; and
- liaise with the local community and respond to queries from them accordingly.

Communications The communications advisor, during a major incident, shall report directly to the critical incident commander/incident commander and be responsible for:

- preparing/submitting a written communication plan based on information received and logistical circumstances;
- establishing/maintaining the communication function and [telecommunications](#) centre, including phone requirements/radio channels/towers and numbering system of vehicles;
- ensuring that all required avenues of communications are available;



- ensuring that impediments to continuous command post communication ability are brought to the immediate attention of the critical incident commander/incident commander;
- providing main and alternate communication contingency plans to the critical incident commander/incident commander for approval;
- supervising the communications technologist and radio operators on-site;
- acquiring an initial supply of radio equipment, batteries, portables, etc. and any additional required communications equipment in liaison with the logistics member;
- if required, setting-up and maintaining the mobile command unit including fuel/hydro/generators/consols/personnel/maps of incident area;
- conducting an incident assessment with all communications staff at the earliest opportunity; and
- attending **all** regular briefings and debriefings.

UCRT/ERT

A **UCRT/ERT** team leader, during a major incident, shall report directly to the critical incident commander/incident commander and be responsible for:

- remaining with the critical incident commander/incident commander in the command post throughout the occurrence;
- completing plans/actions approved by the critical incident commander/incident commander;
- providing **intelligence information** from their respective UCRT/ ERT members to the critical incident commander/incident commander;
- participating in developing an immediate action plan, main action plan and alternate action plan in conjunction with the critical incident commander/incident commander and based upon current available intelligence information;
- briefing their respective UCRT/ERT members/arrest teams on the immediate action plan, main action plan, and alternate action plan;
- considering the need to establish tactical operations centre within or adjacent to the command post for UCRT/ERT assistant team leader;
- **remaining at command post** for ongoing liaison with the critical incident commander/incident commander, crisis negotiator, and other command post representatives as required;
- conducting an incident assessment with the UCRT/ERT at the earliest opportunity; and
- attending **all** regular briefings and debriefings.

TRU

The **TRU commander** during a major incident shall report directly to the critical incident commander/incident commander and be responsible for:

- remaining with the critical incident commander/incident commander in the command post throughout the occurrence;
- completing plans/actions approved by the critical incident commander/incident commander;
- providing incident scene information from **TRU** members to the critical incident commander/incident commander;
- providing expert knowledge as to tactics;
- advising regarding tactical options, i.e. **containment**, arrest plan, gas use, stronghold considerations, open air tactics, and/or vehicular interventions;



- in conjunction with the critical incident commander/incident commander, and based upon current available intelligence information, participating in developing an immediate action plan, main action plan and alternate action plan;
- briefing TRU members on the immediate action plan, main action plan and alternate action plan;
- establishing a tactical operations centre within or adjacent to the command post for TRU assistant commander;
- **remaining at command post** for ongoing liaison with the critical incident commander/incident commander, crisis negotiator, and other command post representatives as required;
- conducting an incident debriefing with TRU at the earliest opportunity; and
- attending **all** regular briefings and debriefings.

Investigations

The investigation **supervisor**, including a Criminal Investigations Branch major case manager, shall during a major incident report directly to the critical incident commander/incident commander and be responsible for:

- co-ordinating the investigation;
- following [Ontario Major Case Management \(OMCM\) Manual](#) requirements;
- representing intelligence/investigative **uniform members**;
May require a secondary person depending on circumstances.
- assigning/supervising all investigators;
- ensuring that all related criminal occurrences are investigated;
- ensuring intelligence gathering;
- ensuring collection/analysis/dissemination of information relating to criminal suspect capabilities;
- studying the environment in which the threat operates/intends to operate;
- maintaining a list of agencies/individuals that may aid the intelligence function such as:
 - social services;
 - other police agencies;
 - military intelligence units;
 - medical facilities/practitioners for medical records;
 - family/relatives/associates/co-workers/employers/neighbours of suspect(s);
 - weapons registration, e.g. **RCMP**, Provincial Weapons Enforcement Unit (PWEU);
 - Behavioural Sciences and Analysis Services, **ISB**;
 - credit bureau financial history and records;
 - local land registry office;
 - [Canada Employment Insurance Commission](#) records;
 - **Niche RMS** and **CPIC** queries;
 - Canada Post Corporation—Investigations;
 - Bell Canada—Security;
 - **Interpol**; and



- [Canada Revenue Agency](#);
- preparing a suspect psychological profile and threat assessment, e.g. address history/[next of kin](#)/physical description/criminal convictions;
- preparing a hostage psychological profile;
- being cognizant of counter-intelligence capabilities, if applicable, e.g. police radio channel monitoring;
- ensuring witnesses are interviewed and relevant information obtained is conveyed to the critical incident commander/incident commander;
- operationally reviewing recent incident details with personnel coming off-duty;
- liaising with critical incident commander/incident commander and command post representatives;
- establishing a prisoner processing centre in a multiple arrest situation;
- liaising with local judiciary in multiple arrest situation, e.g. arranges for special court sittings if necessary;
- overseeing subsequent prosecutions and court brief preparation;
- conducting an incident assessment with identification personnel, investigators and intelligence officers at the earliest opportunity; and
- attending **all** regular briefings and debriefings.

Forensic Identification Services

Forensic Identification Services (FIS) [employee](#) assigned to assist a major incident shall:

- be responsible to the critical incident commander/incident commander;
- report to the investigation supervisor; and
- be responsible for:
 - ensuring photography of incident scene/ensuing events;
 - ensuring the collection/packaging/continuity and submission of exhibits for expert examination;
 - ensuring a thorough examination of the incident scene at conclusion of operation;
 - co-ordinating/documenting the removal/subsequent identification of victims in a major disaster;
 - attending an incident assessment with the investigators at the earliest opportunity; and
 - attending **all** regular briefings and debriefings.

Traffic Supervisor

A traffic [supervisor](#) assigned to assist a major incident shall report directly to the critical incident commander/incident commander and be responsible for:

- securing the [outer perimeter](#), e.g. roadblocks;
- supervising roadblocks/checkpoints in accordance with the plan that is in effect;
- attending **all** regular briefings and debriefings; and
- at conclusion of operation, ensuring that scene is secure until [FIS](#) procedures are completed.

Traffic-Related Major Incident

If an incident is traffic-related, the traffic supervisor shall be responsible for:

- interviewing witnesses; and
- conducting an incident assessment with traffic personnel once removed from [inner perimeter](#) at the earliest opportunity.



Tactical Flight Member The tactical flight member shall:

- report to the critical incident commander/incident commander; and
- ensure any and all aerial thermal/video surveillance is done only under authority of the critical incident commander/incident commander and respective legislative requirements.

5.1.6: POST INCIDENT REPORTING

Following the completion of a critical incident/major incident, the scribe working directly for the critical incident commander shall be responsible for:

- completing the required critical incident commander/incident commander portions of the Major Incident Report and forward the draft report to the critical incident commander/incident commander for perusal;
- obtaining a copy of the unit report from each team/unit leader/ commander involved in the incident;
- collecting/collating all respectively completed reports and providing a final consolidated version of the report to the critical incident commander/incident commander; and
- forwarding the final report to the Commander, Emergency Management if the critical incident commander/incident commander is satisfied with the final report.

Note: In the case of more than one critical incident commander/incident commander responding to a call, the last deployed incident commander/critical incident commander shall be responsible for submitting the final report.

